

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

June 23, 2020

FROM

SHARON NEVINS, Director, Department of Aging and Adult Services

SUBJECT

Contracts for Family Caregiver Support Program Services

RECOMMENDATION(S)

Approve **Contracts** with the following agencies, in the amount of \$2,100,000, to provide family caregiver support services, for the period of July 1, 2020 through June 30, 2023:

1. Inland Caregiver Resource Center, in a not to exceed amount of \$1,860,000. **Contract No. 20-474.**
2. Reach Out Morongo Basin, in a not to exceed amount of \$240,000. **Contract No. 20-475.**
(Presenter: Sharon Nevins, Director, 891-3917)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

This item does not impact Discretionary General Funding (Net County Cost). The total cost of \$2,100,000 for these services is 100% funded by Federal Title III-E revenue. Adequate appropriation and revenue have been included in the Department of Aging and Adult Services (DAAS) 2020-21 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

The Family Caregiver Support Program (FCSP) was created as Title III-E of the Older Americans Acts Amendments of 2000. The Administration on Aging administers the program at the Federal level, and the California Department of Aging (CDA) and DAAS administers the program at the State and County levels respectively. FCSP serves non-paid caregivers, family or non-family, that have been providing care on an informal basis.

Families are the primary providers of long-term care for older and disabled Americans. Caring for elderly or a disabled member of the family can potentially impact the caregiver's mental and physical health. FCSP provides a wide range of services in order to assist family and informal caregivers to care for their loved ones at home as long as possible. Services include, but are not limited to, counseling, training to aid in the care of a senior, day care, and respite care. DAAS estimates that countywide services will be provided to approximately 3,567 clients annually, at an estimated cost of \$196 per client.

PROCUREMENT

On February 24, 2020, the County Administrative Office approved and authorized the release of a Request for Applications (RFA) to solicit applications from qualified agencies to provide family

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caregiver support services. The RFA was posted on the Electronic Procurement Network (ePro) and mailed to prospective vendors. A formal procurement was conducted for contracts effective July 1, 2020. Two applications were received as follows:

Agency	Proposed Regions	Proposed Cost
Inland Caregiver Resource Center	Countywide	\$550,000 (per year)
Reach Out Morongo Basin	Morongo Basin	\$57,000 (per year)

The applications were evaluated by Human Services Administrative Support Division staff on the following criteria: program description, services provided, experience, administrative capability, financial capability, regions to be served, and costs. Based on the evaluations, Inland Caregiver Resource Center and Reach Out Morongo Basin are recommended for award as their applications best met the overall needs of the County as they demonstrated extensive experience working with the targeted population and provided the required services listed in the RFA. No protests were received as contracts were awarded to all applicants.

The amount recommended in the contract with the vendors is slightly higher than the vendor's proposal as over the course of the prior two years expenditures for these services were higher than proposed. In an effort to meet the anticipated needs of the customers, and without having to modify the contract, DAAS set the value with roughly a 10% increase to allow for modest increases over the contract period of July 1, 2020 through June 30, 2023.

Contractor performance will be measured by reviewing monthly reports and annual site visits by County staff to monitor compliance with the administrative, fiscal, and program requirements of the contract. The contracts may be terminated by the County immediately in the event that funds are not available to the County and without cause by the County by serving a written notice to the Contractor 30 days in advance of termination.

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Jennifer Mulhall-Daudel, Contracts Manager, 388-0241) on June 1, 2020; County Counsel (Jacqueline Carey-Wilson, Deputy County Counsel, 387-5455) on June 7, 2020; Finance (Christopher Lange, Administrative Analyst, 386-8393) on June 8, 2020; and County Finance and Administration (Tanya Bratton, Deputy Executive Officer, 388-0332) on June 8, 2020.

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Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Josie Gonzales Seconded: Robert A. Lovingood
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 23, 2020



cc: DAAS- Steven w/agree
Contractor- C/O DAAS w/agree
File- w/agree
la 06/25/2020